



GELDESTON PARISH COUNCIL

Meeting of the Parish Council

Minutes

**Held in the Village Hall
Wednesday 13th March 2024, 7.30PM**

Parish Councillors present: Cllr P. Cracknell, Cllr R. Fogerty (vice chair), and Cllr Ansell.

Also present: Tina Newby

1. Welcome

2. To receive and accept apologies for absence.

- To record the number of public present: 13 members of the public were recorded.
- The followings apologies were accepted: Cllr Ashfield, Cllr Morton and Cllr Wade. County Councillor Stone, District Councillor Bernard and District Councillor Brown also sent their apologies.

3. To receive declarations of interest and dispensations.

- To receive declaration of Disclosable Pecuniary and Other interests for councillors on items on the agenda; none.
- To receive and consider written requests for dispensations for Disclosable Pecuniary Interests and those previously granted; none.

4. To approve the minutes of the previous meetings: 10th January 2024, as being an accurate record of the meetings:

The minutes of the previous meeting 10th January 2024 were approved as an accurate record. (Prop: RF; Sec: PC) all in agreement.

5. To co-opt the vacancy of Councillor and the signing of the Declaration of Office.

The Parish Council unanimously agreed to co-opt Shirin Salt. The declaration of office form was signed.

The Parish Council agreed to allow CB to report on the Neighbourhood plan item 11g.

- The Steering Committee obtained presentations from two professional Neighbourhood Plan services, the third one, declined to represent themselves. The Steering Committee met on 27th February 2024 and agreed to appoint 'Collective Community Planning', these are based in Loddon and have achieved NHP for villages around the area.
- The boundary of the parishes was agreed to stay as they are; appointed by SNC.
- The Steering Committee, agreed to run the NHP jointly with Gillingham.

Funding would be available. It was suggested that Geldeston Parish Council would be the 'lead' in the NHP. There will be funds for up to £18,000. There was a concern that if we spend more than the funds, both the Parish Councils would need to cover the costs. There was also another concern that Gillingham may influence what happens in Geldeston and vice versa.

There will be a 6-week consultation on the boundaries shortly. **Action Cllr Wade** to apply for the funding.

Having listened to the above, the Parish Council agreed to go ahead with the NHP. All in agreement with one abstention.

6. Parish 10, The meeting will be adjourned for public participation (maximum of 10 minutes) for items to be discussed on the agenda only.

- The sandbags are disappearing at the top of Locks Lane, by the gate **Action Cllr Ansell** to move the remaining sandbags to their proper place.
- One of the members of the public will look at the ivy that has been dumped at the top of Locks Lane.
- There appears to be a couple of rare trees on the footpath by Dunburgh steps. These should have a TPO set on them. The Parish Council believes that these may be part of the TPO in that area.

- Issues with speeding from Locks Lane. **Action Clerk** to ask for an additional 30mph speed limit at the junction of Locks Lane and Station Road.
- There was a discussion regarding the Parish Partnership; the village would like single village gates prompting the drivers to drive slowly through the village. The Parish Council has been asked to obtain a quote from Highways. **Action Clerk** to organise this.
- Footpath from Dunburgh steps becoming very dangerous. The breach of the bank has caused the damage to the footpath. **Action Clerk** to log a problem with the footpath people.
- The footpath from Heath Road, along Old Yarmouth Road was discussed again. Cllr Fogerty is looking into this.

7. Reports from the County Councillor and District Councillors: None received.

8. To receive a report from the local Police: Nothing received.

9. Parish Council concerns to discuss and agree:

- a. Councillor training dates: Councillor induction dates have been booked. Cllr Fogerty attending Finance and Planning courses. Cllr Salt would like to attend the Induction course too. Cllr Cracknell would like to attend Precept training. **Action Clerk** to organise the additional training.
- b. EA Dredging; ongoing.
- c. Riverbank Geldeston Correspondence: Tom Hunter of the EA re marshes/river have been underwater, progress check. [JA]. Ongoing.
- d. To receive an update on the mirror replacement at Stockton Road junction. It has been confirmed that anyone putting a mirror on highway land, would be responsible for any accidents caused by the mirror. Highways would take the mirrors down.
- e. To receive an update on Traffic signs; the signs are all facing the correct way. **Action Clerk** to ask highways to come and tighten all the bolts and screws, to stop them being turned around, again.
- f. To discuss and agree the outstanding items from LL regarding Speed awareness in the village; Discussed above.
- g. To discuss the use of the village green for events held by Non PC activities; Cllr Cracknell has been worried about these events not being covered by our Parish Council insurance. They are; providing the area is safe and that the venue is responsible for health and safety themselves. **Action Cllr Cracknell** to discuss this issue to the two wedding parties in the village, so that they are clear.

- h. To discuss and agree a solution for the cars being parked on the village green. Cllr Cracknell has sourced a solution. 4" posts 3' high, 1' in the ground and 2' high above the ground. Consisting of a boxed area, where the posts can be moved. RESOLVED to agree the cost of £80.91 + the cost of reflectors. (Prop: PC; Sec: IA) all in agreement.
- i. To receive an update on Yarmouth Road pavement. Discussed.
- j. To agree the format for the Annual Parish Meeting; The APM will start at 7pm and will be the same format as previous years.
- k. To discuss a concern from a resident regarding the condition of the war memorial and agree any action. **Action Clerk** to write to the WMT and see who the owners are, where does the Parish Council stand, considering it is grade II listed and on private land.

10. Finance:

- a. To note the Bank Balances; stated in the statement of accounts.
- b. Issues with Barclays Bank; the online banking still has not been sorted. We are still writing cheques.
- c. Update from Unity Trust Bank; the identification they needed has been sent. Await to hear from them.
- d. To review and agree payments for the month and agree standing order payments for the wages. To note two reports received for tree survey!

Statement of Account 13th March 2024

Bank Balance @ 13/03/2024	£9,446.93	*
	£9,325.67	**
	£18,772.60	

Payments to be approved	REF	Payment		
David Bracey Play Safety Inspections	24/036	101115	£144.00	
Tina Newby Feb wages	24/037	101116	£319.50	
Tina Newby March wages	24/037	101116	£297.00	£616.50
Oakfield Services	24/038	101117	£690.00	
Norfolk Trees	24/039	101118	£420.00	
Norfolk PTS, Training	24/040	101119	£96.00	
ICO DD	24/041	DD	£35.00	
			<u>£2,001.50</u>	

Cheques for April 2024

Norfolk PTS, Subs	101121	£98.00
Village Hall Hire	101120	£140.00

The above payments totalling £2,370.50 were approved to be paid. (Prop: IA; Sec: PC) all in agreement. Norfolk Trees was not approved to be paid. (Prop: PC; Sec: IA) all in agreement.

- e. To review the quote for insurance renewal; not received.
- f. To finalise the budget for 2024-2025; Agreed to ratify the budget see below: The Clerk confirmed that this budget agrees with the precept requested.

GELDESTON PARISH COUNCIL -BUDGETS April 2024 - March 2025

Receipts	budget for 2024/25
Precept	
Allotment rent	£110.00
Mini Recycling grant	£200.00
Donations	
Donations for Let's Play	
CiL	
	£310.00
VAT	
Lottery receipts	
Payments	
Clerks Salary	£4,226.00
Clerks home expenses	£168.00
Clerks Training	£100.00
Stationery + Printing	£150.00
Councillor Expenses	
Councillor Training	£100.00
Lantra tree Warden Training	£250.00
Insurance	£480.00
Subscriptions	£150.00
Website	£270.00
Hall Hire	£140.00
Annual Meeting expenses	£0.00
Green Project - Water Charges	£100.00
Green Project - Poors Trust Rent	£200.00
Inland Drainage Board	£40.00
Internal Audit	£300.00
External Audit	£340.00
Maintenance	£500.00

Grass Cutting	£2,200.00
Dog Bin Expenses	£501.00
Playground Maintenance	£500.00
Playground Refurbishment	£0.00
Playground Inspection	£300.00
General equipment maintenance	
Fundraising expenses	£0.00
Arboriculturist	£1,000.00
Potholes Old Rectory	£0.00
Tidings	£0.00
Donations	£0.00
Donations PCC Grass Cutting	£0.00
Contingency	£195.00
	£12,210.00
VAT	£2,409.15

11. Planning:

- a. To discuss planning applications received from SNC:

2022/1897

Applicant: Todhunter Ltd.

Location: Land North Of The Street Gillingham Norfolk

Proposal: Outline planning permission for residential development with all matters reserved except for access and scale Application Type: Outline Planning Permission

This application should not have been sent out. An error by the planning department.

- b. To discuss planning applications received from BA: None
- c. To discuss any additional planning applications, received before the meeting: None.
- d. To receive an update on the Village Clusters: No update
- e. To discuss the issues with Caravans and planning: There is a concern regarding the caravan parked at Dunburgh. It has been noted that there was an enforcement order on this. **Action Clerk** to check the status of this.
- f. To discuss any enforcement issues, meeting pack for information.
- g. **To receive an update on the Neighbourhood Plan**, agree to the Terms of Reference (steering group or committee), the boundary review and agree to go with a joint Neighbourhood Plan with Gillingham or go separately, and decide on the Professional services. This item was discussed at the beginning of the meeting.

12. To receive an up on the Geldeston Village Park, what is needed and agree any action.

- a. To review and agree any action from the RoSPA report. The report was discussed, it was decided to form a working party to look at these issues. **Action Clerk** to send RoSPA report to Jodi.

13. To discuss and agree, the situation regarding Trees:

- a. Tree Survey update: received and there are a few issues. One 'red' which is a pine on the village green. There will be a need to provide a photo of how big the hollow is and what work is needed.
- b. Tree Warden roles and responsibilities; Councillors to work on this for next meeting.
- c. To appoint a tree representative from the Parish Council. Cllr Cracknell volunteered to work with the contractors and the Tree Warden for the trees in the village.
- d. Trees felled on Heath Road; these trees were noted but not sure why they had been felled.

14. To discuss and agree any village issues:

- a. To receive an update on the outstanding highways issues: It appears that the gullies have not been cleared out for a long while. **Action Clerk** to let Rangers know that the gullies need to be cleared along The Street, around the village hall and up to boat yard.

15. Updates from Village Committees and Groups:

- a. The GREEN Project: Move the bin was inside the compound to outside, so that the people can empty this easily. There was a discussion to move the dog bin from the church car park to the bottom of Snakes Lane, ongoing.
- b. Village Hall Management Trustees: Report had been received and distributed.
- c. The Locks Inn Management Committee: There was an article from Cllr Wade; Although some organisations are facing increasing pressure on car parking spaces and are expressing interest in possible shared use of The Locks overflow car park. The Locks have an agreement to rent the field for the maximum time allowed – 28 days per year – otherwise, a change of use would be required, which is not an option as the primary use remains as a field for livestock grazing. Whilst we are pleased to share the field when events in the village and The Locks coincide, regrettably, there is no capacity to open the field other than on those occasions.

16. To discuss any issues from the Councillors, for information only:

Please place on the agenda for next meeting – footpaths. RF would be happy to be the lead person on this.

The Clerk outlined the issue with personal emails and the need for the Council to move to gov.uk. This is work in progress.

17. Date of next parish meeting: 8th May 2024 7.30pm

18. ADMISSION TO MEETINGS - PURSUANT TO SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 IT IS PROPOSED THAT, BECAUSE OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED, THE PUBLIC AND PRESS LEAVE THE MEETING DURING CONSIDERATION OF THE REMAINING MATTERS. Approved to close the meeting. All in agreement.

19. To Discuss the employment of a Clerk and RFO and agree any action.

It was noted that the new grass contract will stay as the original contract. Therefore all open spaces will be regularly cut, no leaving for wild flowers, this year.

There was a discussion, that the current Clerk will be leaving end of May. The Clerk outlined the reasons for this decision. It was agreed that all the Councillors would help with her situation. If need be, Shirin would act as Clerk at the meetings.

The Clerk agreed to stay on longer and review in July's meeting. In the meantime, she will get a employment contract sorted, to be implemented, hopefully by 1st April 2024.

Meeting closed 21.40.